

Assignment Codes

| Code | Course Title | HQT | Bulletin 400 | Rules 46-47 | Rules 2002 | REPA |
|------------------------------|--|-----|---|---|---|--|
| Administration & Supervision | | | | | | |
| 0250 | Administrative Assistant to the Superintendent | | <ul style="list-style-type: none"> No License Available | <ul style="list-style-type: none"> Any Administrative License | <ul style="list-style-type: none"> Any Administrative License | <ul style="list-style-type: none"> |
| 0156 | Athletic Coach | | <ul style="list-style-type: none"> No License Available | <ul style="list-style-type: none"> No License Available | <ul style="list-style-type: none"> No License Available | <ul style="list-style-type: none"> |
| 0164 | Curriculum Specialist | | <ul style="list-style-type: none"> General Supervisor& Curriculum Specialist (School Services Certificate) Elementary or Secondary Administration & Supervision Superintendent | <ul style="list-style-type: none"> General Supervisor& Curriculum Specialist Superintendent | <ul style="list-style-type: none"> Director of Curriculum & Instruction Building Level Administration Superintendent | <ul style="list-style-type: none"> |
| 0266 | Director of Personnel | | <ul style="list-style-type: none"> No License Available | <ul style="list-style-type: none"> Administrative License preferred but not required | <ul style="list-style-type: none"> Administrative License preferred but not required | <ul style="list-style-type: none"> |
| 0064 | Director of Guidance | | <ul style="list-style-type: none"> Director of Guidance Supervisor of Guidance | <ul style="list-style-type: none"> Director of School Service Personnel School Counselor (Professional) | <ul style="list-style-type: none"> School Counseling Accomplished Practitioner | <ul style="list-style-type: none"> |
| 0176 | Director of Reading or Language Arts | | <ul style="list-style-type: none"> No License Available | <ul style="list-style-type: none"> Director of Reading | <ul style="list-style-type: none"> Reading Specialist | <ul style="list-style-type: none"> |
| 0192 | Director of Special Education | | <ul style="list-style-type: none"> Director of Special Education (School Services Certificate) | <ul style="list-style-type: none"> Director of Special Education | <ul style="list-style-type: none"> Director of Exceptional Needs | <ul style="list-style-type: none"> |
| 0196 | Director of Vocational Education | | <ul style="list-style-type: none"> Vocational Director (School Services Certificate) | <ul style="list-style-type: none"> Director of Vocational Education | <ul style="list-style-type: none"> Director of Career & Technical Education | <ul style="list-style-type: none"> |
| 0002 | Elementary Principal | | <ul style="list-style-type: none"> Elementary Administration & Supervision Superintendent | <ul style="list-style-type: none"> Elementary Administration & Supervision Superintendent | <ul style="list-style-type: none"> Building Level Administration Superintendent | <ul style="list-style-type: none"> |
| 0008 | Elementary Assistant Principal | | <ul style="list-style-type: none"> Elementary Administration & Supervision | <ul style="list-style-type: none"> Elementary Administration & Supervision Superintendent | <ul style="list-style-type: none"> Building Level Administration Superintendent | <ul style="list-style-type: none"> |

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| 0004 | Middle School Principal | | <ul style="list-style-type: none"> • Superintendent • Elementary or Secondary Administration & Supervision • Superintendent | <ul style="list-style-type: none"> • Elementary or Secondary Administration & Supervision • Superintendent | <ul style="list-style-type: none"> • Building Level Administration • Superintendent | • |
| 0010 | Middle School Assistant Principal | | <ul style="list-style-type: none"> • Elementary or Secondary Administration & Supervision • Superintendent | <ul style="list-style-type: none"> • Elementary or Secondary Administration & Supervision • Superintendent | <ul style="list-style-type: none"> • Building Level Administration • Superintendent | • |
| 0050 | Assistant Superintendent Pupil Personnel | | <ul style="list-style-type: none"> • Superintendent | <ul style="list-style-type: none"> • School Administration License preferred but not required | <ul style="list-style-type: none"> • School Administration License preferred but not required | • |
| 0052 | Assistant Superintendent Special Services | | <ul style="list-style-type: none"> • Superintendent | <ul style="list-style-type: none"> • School Administration License preferred but not required | <ul style="list-style-type: none"> • School Administration License preferred but not required | • |
| 0150 | Assistant Superintendent Instruction or Curriculum | | <ul style="list-style-type: none"> • Superintendent | <ul style="list-style-type: none"> • School Administration License preferred but not required | <ul style="list-style-type: none"> • School Administration License preferred but not required | • |
| 0252 | Assistant Superintendent Building & Grounds | | <ul style="list-style-type: none"> • Superintendent | <ul style="list-style-type: none"> • School Administration License preferred but not required | <ul style="list-style-type: none"> • School Administration License preferred but not required | • |
| 0254 | Assistant Superintendent Building & Finance or Business Manager | | <ul style="list-style-type: none"> • Superintendent | <ul style="list-style-type: none"> • School Administration License preferred but not required | <ul style="list-style-type: none"> • School Administration License preferred but not required | • |
| 0256 | Assistant Superintendent Staff Personnel | | <ul style="list-style-type: none"> • Superintendent | <ul style="list-style-type: none"> • School Administration License preferred but not required | <ul style="list-style-type: none"> • School Administration License preferred but not required | • |
| 0268 | Other Assistant Superintendent | | <ul style="list-style-type: none"> • Superintendent | <ul style="list-style-type: none"> • School Administration License preferred but not required | <ul style="list-style-type: none"> • School Administration License preferred but not required | • |
| 0018 | Elementary or Middle School | | <ul style="list-style-type: none"> • Elementary Administration & | <ul style="list-style-type: none"> • Elementary Administration & Supervision | <ul style="list-style-type: none"> • Building Level Administration • Superintendent | • |

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| | Principal | | <ul style="list-style-type: none"> Supervision • Superintendent | <ul style="list-style-type: none"> • Superintendent | | |
| 0174 | Health/PE/Safety or Recreation Includes System-Wide Athletic Director | | <ul style="list-style-type: none"> • Any License | <ul style="list-style-type: none"> • Any License preferred but not required | <ul style="list-style-type: none"> • Any License preferred but not required | <ul style="list-style-type: none"> • |
| 0006 | Secondary Principal | | <ul style="list-style-type: none"> • Secondary School Administration & Supervision • Superintendent | <ul style="list-style-type: none"> • Secondary School Administration & Supervision • Superintendent | <ul style="list-style-type: none"> • Building Level Administration • Superintendent | <ul style="list-style-type: none"> • |
| 0012 | Secondary Assistant Principal | | <ul style="list-style-type: none"> • Secondary School Administration & Supervision • Superintendent | <ul style="list-style-type: none"> • Secondary School Administration & Supervision • Superintendent | <ul style="list-style-type: none"> • Building Level Administration • Superintendent | <ul style="list-style-type: none"> • |
| 0300 | Superintendent | | <ul style="list-style-type: none"> • Superintendent | <ul style="list-style-type: none"> • Superintendent | <ul style="list-style-type: none"> • Superintendent | <ul style="list-style-type: none"> • |
| 0158 | Audio-Visual Education | | <ul style="list-style-type: none"> • Audiovisual Supervisor • Supervision of School Libraries & Instructional Materials Services | <ul style="list-style-type: none"> • Instructional Supervisor in School Media Services | <ul style="list-style-type: none"> • Library Media Services | <ul style="list-style-type: none"> • |
| 0168 | Elementary Instructional Supervision | | <ul style="list-style-type: none"> • General Supervisor & Curriculum Specialist • Elementary Administration & Supervision • Superintendent | <ul style="list-style-type: none"> • General Supervisor & Curriculum Specialist • Elementary Administration & Supervision • Superintendent • Instructional Supervision with Elementary Certificate | <ul style="list-style-type: none"> • Building Level Administration • Superintendent | <ul style="list-style-type: none"> • |
| 0198 | Technology Education Supervisor | | <ul style="list-style-type: none"> • Supervisor in Industrial Arts | <ul style="list-style-type: none"> • Instructional Supervision in Industrial Arts | <ul style="list-style-type: none"> • Technology Education | |
| 0178 | Library or Instructional Media Supervisor | | <ul style="list-style-type: none"> • Supervisor of School Library & Instructional Materials Services | <ul style="list-style-type: none"> • Instructional Supervision in School Media Services | <ul style="list-style-type: none"> • Library Media Services | <ul style="list-style-type: none"> • |
| 0188 | Secondary Instructional Supervision | | <ul style="list-style-type: none"> • Superintendent • Instructional Supervision in appropriate subject | <ul style="list-style-type: none"> • Superintendent • Instructional Supervision in appropriate subject area | <ul style="list-style-type: none"> • Building Level Administration • Superintendent | <ul style="list-style-type: none"> • |

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| | | | <ul style="list-style-type: none"> area • Secondary Administration & Supervision • General Supervision & Curriculum Specialist | <ul style="list-style-type: none"> • Secondary Administration & Supervision • General Supervision & Curriculum Specialist | | |
| 0058 | Director of Attendance | | • Any School Administration License | • School Administration License preferred but not required | • School Administration License preferred but not required | • |
| 0060 | Director of Data Processing | | • Any School Administration License | • School Administration License preferred but not required | • School Administration License preferred but not required | • |
| 0062 | Director of Federal Programs | | • Any School Administration License | • School Administration License preferred but not required | • School Administration License preferred but not required | • |
| 0066 | Director of Health Services | | • Any School Administration License | • School Administration License preferred but not required | • School Administration License preferred but not required | • |
| 0068 | Director of Human Relations | | • Any School Administration License | • School Administration License preferred but not required | • School Administration License preferred but not required | • |
| 0070 | Director of Publicity & Communications | | • Any School Administration License | • School Administration License preferred but not required | • School Administration License preferred but not required | • |
| 0072 | Director of School Lunch | | • Any School Administration License | • School Administration License preferred but not required | • School Administration License preferred but not required | • |
| 0074 | Director of Special Services | | • Any School Administration License | • School Administration License preferred but not required | • School Administration License preferred but not required | • |
| 0076 | Director of Testing, Evaluation or Research | | • Any School Administration License | • School Administration License preferred but not required | • School Administration License preferred but not required | • |
| 0078 | Director of Transportation | | • Any School Administration License | • School Administration License preferred but not required | • School Administration License preferred but not required | • |
| Department Heads | | | | | | |
| 0152 | Adult Education or Extended Services Department Head | | • Any License | • Any License | • Any License | • |
| 0200 | Alternative Programs Department Head | | • Any License | • Any License | • Any License | • |
| 0154 | Art Department | | • Arts & Crafts | • Visual Arts | • Fine Arts: Visual Arts | • |

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|---|--|-----|--------------------------------|---|---|------|
| | Head | | | | | |
| 0160 | Business Department Head | | • Business Education | • Business Education | • Business Education | • |
| 0162 | Computer Coordinator (K-12) Department Head | | • Math • Business Education | • Math • Business Education | • Math • Business Education | • |
| 0166 | Education Television or Radio Department Head | | • Any License | • Radio & TV • Journalism | • Journalism • Language Arts | • |
| 0170 | World Language Department Head | | • World Language | • World Language | • World Language | • |
| 0172 | Gifted & Talented Department Head | | • Any License | • Any License | • Gifted & Talented | • |
| 0180 | Mathematics Department Head | | • Math | • Math | • Math | • |
| 0182 | Music Department Head | | • Music | • Any Music | • Fine Arts: Any Music | • |
| 0184 | Other: Curriculum or Instruction Department Head | | • Any License | • Any License | • Any License | • |
| 0186 | Science Department Head | | • Science | • Science | • Science | • |
| 0190 | Social Studies Department Head | | • Social Studies | • Social Studies | • Social Studies | • |
| Directors of Planning, Maintenance, Etc. | | | | | | |
| 0258 | Director or Budget Manager & Accounting | | • Any Administration License | • Administration License preferred but not required | • Administration License preferred but not required | • |
| 0260 | Director of Maintenance & Repairs | | • Any Administration License | • Administration License preferred but not required | • Administration License preferred but not required | • |
| 0262 | Director of Planning or Construction | | • Any Administration License | • Administration License preferred but not required | • Administration License preferred but not required | • |
| 0264 | Director of Purchasing | | • Any Administration License | • Administration License preferred but not required | • Administration License preferred but not required | • |

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| 0270 | Other Certified Employee— Budget & Finance | | • Any Administration License | • Administration License preferred but not required | • Administration License preferred but not required | • |
| 0272 | Other Certified Employee— Building Grounds | | • Any Administration License | • Administration License preferred but not required | • Administration License preferred but not required | • |
| 0274 | Other Certified Employee—Staff Personnel | | • Any Administration License | • Administration License preferred but not required | • Administration License preferred but not required | • |
| Department Chairs | | | | | | |
| 6099 | Special Education Department Chair | | • Any Special Education License | • Any Special Education License | • Any Exceptional Needs | • |
| 6599 | Gifted & Talented Department Chair | | • Any License | • Any License | • Gifted & Talented | • |
| 7099 | At Risk Department Chair | | • Any Special Education License | • Special Education License | • Any Exceptional Needs | • |
| 1199 | English Department Chair | | • English | • English | • Language Arts | • |
| 1599 | Social Studies Department Chair | | • Any Social Studies | • Any Social Studies | • Any Social Studies | • |
| 2199 | Foreign Language Department Chair | | • Any World Language | • Any World Language | • Any World Language | • |
| 2599 | Mathematics Department Chair | | • Mathematics | • Mathematics | • Mathematics | • |
| 3199 | Science Department Chair | | • Any Science | • Any Science | • Science License | • |
| 3599 | Physical Education Department Chair | | • Physical Education | • Physical Education | • Physical Education | • |
| 4099 | Art Department Chair | | • Arts & Crafts | • Visual Arts | • Fine Arts / Visual Arts | • |
| 4299 | Music Department Chair | | • Any Music | • Any Music | • Any Music | • |
| 4599 | Business & IT Education Department Chair | | • Business Education | • Business Education | • Business Education | • |

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| 4799 | Technology Education Department Chair | | • Industrial Arts | • Industrial Technology | • Technology Education | • |
| 5999 | Vocational Department Chair | | • Any Vocational | • Any Vocational | • Any CTE License | • |

***NOTE: The appropriate administration licensure applies to all, regardless of title, who have the role/responsibilities for direct supervision and/or primary evaluation of other licensed personnel. Any person hired in an administrative position without the appropriate license prior to July 1, 2003, may continue in that position provided he/she is remaining in the same position in the same school district.**